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HAWICK COMMON GOOD FUND SUB-COMMITTEE TUESDAY, 17TH NOVEMBER, 2015

The following items of additional business will be considered at the MEETING of the HAWICK COMMON GOOD FUND SUB-COMMITTEE to be held in the LESSER HALL, TOWN HALL, HAWICK on TUESDAY, 17 NOVEMBER 2015 at 4.00 pm

J. J. WILKINSON,
Clerk to the Council,

Date Not Specified

ADDITIONAL BUSINESS		
11.	Any Other Items Previously Circulated	
	(a) Application for Financial Assistance Consider an application for financial assistance from Hawick Reivers Association. (Copy attached).	(Pages 1 - 14)

NOTES

- 1. Timings given above are only indicative and not intended to inhibit Members' discussions.**
- 2. Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.**

Membership of Committee:- Councillors G. Turnbull (Chairman), A. Cranston, S. Marshall, W. McAteer, D. Paterson, R. Smith, Mrs A Knight and Mr J Little

Please direct any enquiries to Judith Turnbull Tel No. 01835 826556
Email: Judith.turnbull@scotborders.gov.uk

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Chief Executive

13 NOV 2015



Democratic Services

* Hawick **COMMON GOOD FUND**
APPLICATION FOR FINANCIAL ASSISTANCE

<p><u>Applicant Details</u></p> <p>Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>Hawick Reivers Association C/o Rosalee, Rosalee Brae Hawick TD9 7HH</p>
<p>Address to which payment should be made:</p>	<p>Mr J Craig c/o JRW 19 Buccleuch St Hawick TD9 0HL</p>
<p><u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<p>Hawick Reivers Festival has now become a well-established event in the Hawick Calendar and has grown considerably over the many years since its introduction. It brings visitors to the town from far and wide boosting the local economy and helping to raise Hawick's profile. It is also greatly enjoyed by the people of Hawick and brings together many diverse groups within the community to work to a common purpose. This year the festival coincides with Easter weekend and therefore is an ideal opportunity to increase visitor numbers and also with the advent of the Borders Railway we aim to utilise this new mode of transport and perhaps look to linking with them to again promote visitor numbers</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>We are seeking £2500 towards the overall running costs of the festival. We make no apology for approaching the Common Good Fund yet again as we hope you will appreciate the huge amount of volunteer time and effort that goes in to making the festival happen every year. It has come to be highly valued by the local community and encourages involvement by all ages We always try to maintain the high standard of the festival year on year while maintaining ticket prices and also continuing to provide the majority of the attractions free to the public. As stated above we aim to step up our marketing campaign particularly in Edinburgh and the Lothians in the hope of attracting many visitors to the town via the Border Railway. In addition we are seeking funding from other sources to buy equipment (which can be used by other organisations in the town) and we also have ambitious plans to streamline our event management skills and update our logo, website etc. to improve the overall marketing of our event.</p>
<p>When will the donation be required:</p>	<p>For the festival which commences on 25th March 2016</p>
<p>If this is a one-off project then please give the following details –</p> <p>Date (s):</p> <p>Estimated total cost:</p>	<p>25th to 27th March 2015</p> <p>Approx £15000</p>

<p>Funds already raised by applicant's own efforts:</p> <p>Funds raised or expected to be raised from other sources (please state sources):</p>	<p>The group holds a surplus as detailed in the accounts</p> <p>We are projecting an income of approx £10000 from ticket sales, donations and sponsorship during the festival itself. This is based on our experiences in other years however is often to a degree weather dependent.</p>
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<p><u>Other information</u> If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:</p>	<p>I would be very happy to attend a meeting and speak to our request for on-going funding if you required this. A considerable amount of our outlay (wherever possible) is maintained within the local community or Border community so that any financial assistance from yourselves would also be supporting local businesses and organisations</p>
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Declaration
I hereby make application for assistance as set out above and certify that the information I have provided is accurate

Signed: _____

Position Held: Chairman

Date: 11th Nov 2015

Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts

This completed form, accounts and any supporting details should be submitted to the relevant area office –

Scottish Borders Council Area Offices, Corporate Resources Department, Newtown Street, Duns TD11 3DT. Telephone 01361 882600. (Duns Fund).

Scottish Borders Council Area Offices, Corporate Resources Department, Albert Place, Galashiels TD1 3DL. Telephone 01896 754751. (Galashiels, Lauder and Selkirk Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, High Street, Hawick TD9 9EF. Telephone 01450 375991. (Hawick, Jedburgh and Kelso Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, Rosetta Road, Peebles EH45 8HG. Telephone 01721 720153. (Peebles Fund).

* Insert name of Fund.

**HAWICK REIVERS ASSOCIATION
REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MAY 2015**

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MAY 2015**

	Page
Company Information	1
Report of the Directors	2
Income and Expenditure Account	3
Balance Sheet	4
Notes to the Financial Statements	6
Chartered Accountants' Report	8
Detailed Income and Expenditure Account	9

HAWICK REIVERS ASSOCIATION
COMPANY INFORMATION
FOR THE YEAR ENDED 31ST MAY 2015

DIRECTORS: Dr C S C Elliott
Mrs E H Sangster
G A Sangster
J R Craig
K Johnson

SECRETARY: R W A Bannerman

REGISTERED OFFICE: 19 Buccleuch Street
Hawick
Roxburghshire
TD9 0HL

REGISTERED NUMBER: SC281910 (Scotland)

ACCOUNTANTS: JRW
Chartered Accountants
19 Buccleuch Street
Hawick
Roxburghshire
TD9 0HL

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31ST MAY 2015**

The directors present their report with the financial statements of the company for the year ended 31st May 2015.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of festival organisers.

DIRECTORS

The directors shown below have held office during the whole of the period from 1st June 2014 to the date of this report.

Dr C S C Elliott
Mrs E H Sangster
G A Sangster
J R Craig
K Johnson

At the Annual General Meeting all the directors retire, but being eligible, offer themselves for re-election.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

Dr C S C Elliott - Director

1st September 2015

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MAY 2015

	Notes	2015 £	2014 £
INCOME		14,422	12,183
Purchases		<u>1,145</u>	<u>907</u>
GROSS SURPLUS		13,277	11,276
Administrative expenses		<u>12,735</u>	<u>13,269</u>
OPERATING SURPLUS/(DEFICIT) and SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE TAXATION	2	542	(1,993)
Tax on surplus/(deficit) on ordinary activities	3	<u>-</u>	<u>-</u>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		<u>542</u>	<u>(1,993)</u>

The notes form part of these financial statements

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

BALANCE SHEET
31ST MAY 2015

	Notes	2015 £	2014 £
CURRENT ASSETS			
Debtors	5	60	150
Cash at bank		<u>4,336</u>	<u>3,329</u>
		4,396	3,479
CREDITORS			
Amounts falling due within one year	6	<u>615</u>	<u>240</u>
NET CURRENT ASSETS		<u>3,781</u>	<u>3,239</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>3,781</u>	<u>3,239</u>
RESERVES			
Income and expenditure account	7	<u>3,781</u>	<u>3,239</u>
		<u>3,781</u>	<u>3,239</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st May 2015.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st May 2015 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these financial statements

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

**BALANCE SHEET - continued
31ST MAY 2015**

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 1st September 2015 and were signed on its behalf by:

Dr C S C Elliott - Director

Mrs E H Sangster - Director

The notes form part of these financial statements

Page 5

Page 9

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MAY 2015

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Grants

Grants receivable in respect of expenditure incurred during the year have been included in the Profit and Loss Account.

Investment Income

Bank interest is accounted for when receivable.

2. OPERATING SURPLUS/(DEFICIT)

The operating surplus (2014 - operating deficit) is stated after charging:

	2015 £	2014 £
Directors' remuneration and other benefits etc	<u>-</u>	<u>-</u>

3. TAXATION

Analysis of the tax charge

No liability to UK corporation tax arose on ordinary activities for the year ended 31st May 2015 nor for the year ended 31st May 2014.

4. COMPANY STATUS

The company is limited by guarantee and not having a share capital. The members of the company are the trustees. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member.

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Other debtors	<u>60</u>	<u>150</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Other creditors	<u>615</u>	<u>240</u>

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MAY 2015

7. RESERVES

	Income and expenditure account £
At 1st June 2014	3,239
Surplus for the year	<u>542</u>
At 31st May 2015	<u>3,781</u>

**CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS
ON THE UNAUDITED FINANCIAL STATEMENTS OF
HAWICK REIVERS ASSOCIATION**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Hawick Reivers Association for the year ended 31st May 2015 which comprise the Income and Expenditure Account, the Balance Sheet, and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants of Scotland, we are subject to its ethical and other professional requirements which are detailed at <http://www.icas.org.uk/accountspreparationguidance>.

This report is made solely to the Board of Directors of Hawick Reivers Association, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Hawick Reivers Association and state those matters that we have agreed to state to the Board of Directors of Hawick Reivers Association, as a body, in this report in accordance with the requirements of the Institute of Chartered Accountants of Scotland as detailed at <http://www.icas.org.uk/accountspreparationguidance>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that Hawick Reivers Association has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Hawick Reivers Association. You consider that Hawick Reivers Association is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Hawick Reivers Association. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

JRW
Chartered Accountants
19 Buccleuch Street
Hawick
Roxburghshire
TD9 0HL

1st September 2015

This page does not form part of the statutory financial statements

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MAY 2015

	2015		2014	
	£	£	£	£
Income				
Ticket sales	5,143		4,343	
Concert bar & raffle	1,782		1,890	
Programme adverts	1,260		1,120	
Stand fees (stall holders)	690		487	
Torch sales	948		791	
Common good fund	2,000		1,000	
Ale and mulled wine	162		464	
Workshop & lecture fees	93		76	
Street banners	360		495	
Fireworks prize draw	758		761	
Sponsorship & donations	374		370	
Coffee morning	-		386	
Bag packing	452		-	
Fireworks sponsorship	400		-	
	<u>14,422</u>		<u>12,183</u>	
Purchases				
Purchases	1,070		825	
Reivers Ale Purchases	75		82	
	<u>1,145</u>		<u>907</u>	
GROSS SURPLUS		13,277		11,276
Expenditure				
Entertainers	6,548		6,714	
Website	-		78	
Adminstration	783		802	
Advertising	3,272		3,432	
Sites and venues	2,132		2,243	
	<u>12,735</u>		<u>13,269</u>	
NET SURPLUS/(DEFICIT)		<u>542</u>		<u>(1,993)</u>

This page does not form part of the statutory financial statements

